

VARIANCE REQUEST
COMPLETE SUBMITTAL CHECKLIST

SECTION 908 VARIANCES

A. Procedures

An application for variance shall consists of one copy of the drawing showing the parcel to be given the variance and one copy of the Clermont County Planning Commission Variance Request form completed and submitted to the Office of the Planning Commission. All applications shall be submitted no later than the third Tuesday of the month in which the applicant wishes to go before the Planning Commission.

B. General

A Variance(s) may be granted when the applicant can demonstrate to the Planning Commission each of the following:

1. The particular physical surroundings, environmental constraints, shape, topographical or other exceptional condition of the specific property involved would cause extraordinary hardship or exceptional practical difficulty to the applicant if the provisions of these regulations were strictly enforced.
2. The granting of the variation will not be detrimental to the public health, safety, to the intent and purpose of these regulations, to the desirable development of the neighborhood or community, to the general welfare, or to other property or improvements in the neighborhood in which the property is located.
3. The special circumstances or conditions are created by the provisions or requirements of these regulations and not the result from any act of the applicant.
4. The variation requested is the minimum adjustment necessary to mitigate the hardship brought by these regulations.

**CLERMONT COUNTY PLANNING COMMISSION
SUBDIVISION REGULATIONS VARIANCE APPLICATION**

Date: _____

Application Number: _____

Complete Parcel ID Number (PIN) _____

Name _____

Address _____

City _____

State _____

Zip Code _____

1. Location: _____

2. Nature of Variance Requested: _____

3. Justification of Variance: On a separate sheet, please attach a statement relative to why the variance from requirements of the Clermont County Subdivision Regulations is requested. The statement should address such issues as:

- A. Exceptional topographical conditions or other conditions peculiar to this particular parcel of land
- B. Why a literal interpretation of the regulations would deprive the applicant of rights enjoyed by other property owners
- C. That the peculiar conditions do not result from the previous actions of the applicant
- D. The requested variance is the minimum variance that will allow a reasonable division of the land

* The applicant is required to include a sketch of the area showing the location and characteristics of the requested variance along with all other application materials.

I certify that all information contained in this application and the supplementary materials submitted here forth are true and correct.

Signature of Applicant

Official Use Only

Date Filed: _____

Review Fee Paid: _____

Check #: _____

Action Taken: _____
